



DEPARTMENT OF DEFENSE

DEFENSE
CONTRACT
MANAGEMENT
COMMAND

Ft. Belvoir, VA 22060-6221

MISHAP
NOTIFICATION
AND
INVESTIGATION
PROCEDURE FOR
DCMC ADMINISTERED
CONTRACTS

17 JANUARY 1997

DLAI 8200.4
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17 Jan 97

MISHAP NOTIFICATION AND INVESTIGATION PROCEDURE FOR DCMC ADMINISTERED CONTRACTS

[This publication has been revised significantly
and must be reviewed in its entirety.]

A. References

1. DLAR 8200.4, Mishap Notification and Investigation Procedure for DCMC Administered Contracts, 8 Jun 92, superseded.
2. DoD Instruction 5160.65-M, Single Manager for Conventional Ammunition.
3. DoD Instruction 6055.7, Mishap Investigation, Reporting and Recordkeeping.
4. DLAR 5705.1, Reporting of Criminal Violations.
5. DoD 4161.2-M, DoD Manual for the Performance of Contract Property Administration.

B. PURPOSE. This instruction:

1. Supersedes reference A1.
2. Establishes responsibility and procedures applicable to the notification, investigation and recording of mishaps associated with DCMC administered contracts. These procedures will be used to notify the applicable Service Component and DCMC command level that a reportable mishap has occurred, provide information on the progress of the investigation, and impact on contract performance and production base.
3. Implements DoD Instruction 5160.65-M, Single Manager for Conventional Ammunition, and facilitates implementation of DoD Instruction 6055.7, Mishap Investigation, Reporting and Recordkeeping.
4. Provides restrictions on the handling, release, and dissemination of information concerning mishaps, safety investigations, and safety reports.

C. APPLICABILITY AND SCOPE. This instruction is not applicable to DLA reportable mishaps. Such mishaps should be reported in accordance with DLA 6055.1, DLA Safety and Health Manual.

D. DEFINITIONS

1. Aircraft Flight Mishap. A mishap resulting in reportable damage to an aircraft or Unmanned Aerial Vehicle (UAV) when flight or intent for flight exists. (NOTE: Industrial, explosives, chemical agent, or missile events that cause damage to a DoD aircraft with intent for flight are categorized as flight mishaps to avoid dual reporting.)

2. Aircraft Flight-Related Mishap. Mishaps with no reportable damage to an aircraft or UAV but involving a fatality, injury to any person, or other property damage where flight or intent for flight exists. These mishaps are not used in the calculations of flight mishaps rates.

3. Aircraft Ground Mishap. Ground mishaps that involve a fatality, injury to Government personnel, or property damage sustained from maintenance, handling, or servicing of aircraft without intent for flight.

4. Ammunition and Explosives (A&E)

a. Ammunition. Type of munitions normally containing explosives, propellant, pyrotechnics, initiating composition, or chemical material which are designed to inflict damage upon structures, personnel, materiel, or military objectives. Ammunition includes cartridges, projectiles, grenades, bombs, missiles, mines and projectiles and their necessary primers, propellants, fuses, and detonators.

b. Explosives. All types of ammunition, liquid and solid propellants, high and low explosives, pyrotechnics, and substances associated with the foregoing that present real or potential hazards to life or property. The term includes any device or assembly of devices which contain an explosive material such as aircrew escape systems and cartridge-actuated tools (stud drivers).

5. Chemical Surety Material (CSM). A chemical compound intended for use in military operations to kill, seriously injure, or incapacitate persons through its chemical properties. Excluded are riot control agents, chemical herbicides, smokes, and flares. Pesticides, insecticides and industrial chemicals are also excluded unless selected by DoD Components for chemical warfare purposes.

6. A&E Mishap. An unplanned explosion or functioning of explosive material or device. This includes the inadvertent actuation, jettisoning, release, or launching of an explosive device, as well as, mishaps that result from off-range impacts of ordnance. For mishap notification purposes, dummy, or practice ordnance shall be considered as an explosive device anytime it is used in training or test situations to simulate an actual item.

7. CSM Mishap. Any unintentional or controlled release of a chemical agent that may harm or actually harms personnel and/or damages property through contamination.

8. DoD Aircraft. Any aircraft being manufactured or used in the operational inventory. Included are aircraft being modified, repaired, overhauled, leased, bailed or loaned, and in connection with a DoD contract when the Government has assumed risk of loss. This also includes Unmanned Aerial Vehicles (UAV).

9. DoD Mishap. An unplanned event or series of events which as a result of DoD operations result in damage to DoD or public/private contractor property; injury/occupational illness to DoD military or civilian personnel or injury to non-DoD personnel.

10. Foreign Object Damage (FOD) Incident. Reportable incidents confined to turbine "engine" damage/FOD damage as a result of internal or external turbine auxiliary powered units FOD.

11. Industrial Mishap. Any industrial mishap not involving aircraft (as defined in the Ground Flight Risk Clause), A&E, CSM, or missiles.

12. Intent for Flight. Intent for flight exists from takeoff brake release or power application until landing is completed. For wheeled aircraft, landing is completed when the aircraft has safely cleared the runway or landing area. For helicopters, intent for flight exists when rotors are engaged for the purpose of airborne flight until engine shutdown is initiated.

13. Missile. All missiles propelled through air or water which are unmanned, guided by internal or external systems, and self-propelled. The term includes individual major missile components such as stages, guidance and control sections, payloads other than nuclear reentry vehicles, system equipment required to place the missile in an operational status while at the launch or launch control facility or on the launching aircraft, and system equipment required to launch and control the missile (e.g., intercontinental ballistic missiles, surface-to-air, air-to-air, and air-to-surface guided missiles, and torpedoes). For the purposes of this regulation, the term includes all missiles that are:

- a. Owned in whole or in part by a DoD Service Component.
- b. Operationally controlled by a DoD Service Component.
- c. Bailed or loaned to a non-DoD agency for modification, test or experimental project for a DoD Service Component.
- d. Being manufactured, modified, repaired, or overhauled under or in connection with a DoD contract.

14. Missile Mishap. A mishap involving a missile or missile support equipment except when in transportation or storage. Use enclosure 2 for missile mishaps involving the explosive components of the missile.

E. PROCEDURES

1. The Defense Contract Management Command (DCMC) Flight Operations and Specialized Safety (FO&SS) personnel serve as the point of contact for prompt notification of all mishaps

reportable in accordance with the terms of DCMC-administered contracts. The reportable mishaps are generally limited to contracts involving aircraft, missiles, ammunition and explosives (A&E), and chemical surety material (CSM). Industrial mishaps involving Government property damage will normally be reported through Contract Property Administration channels.

2. DCMC investigation responsibilities for mishaps at contractor facilities or as a result of contractor operations will normally be limited to review and verification of contractor-provided information and surveillance of contractually required investigations. DCMC FO&SS personnel, during their surveillance, will gather additional information, as required, to comply with DCMC mishap notification and/or reporting requirements.

3. Investigations of DoD mishaps are the responsibility of the Service Component. However, the Component may request DCMC investigate and report certain mishaps. These requests will be handled on a case-by-case basis and will be coordinated through DCMC Headquarters, Flight Operations, Specialized Safety and Environmental Team (AQOI).

4. Injuries to Government employees during mishaps at contractor facilities or as a result of contractor operations will be reported in accordance with DLAM 6055.1.

5. When the Service Component convenes a Safety Mishap Investigation Board for a mishap involving a DCMC administered contract, DCMC Headquarters may assign a technical representative to the board if requested.

6. The requirements of this instruction will be accomplished by the flight officer or specialized safety specialist cognizant of the mishap facility regardless of whether a request for supporting contract administration has been issued.

7. For contracts outside U.S. customs boundaries, host-nation regulations regarding sensitive information will be observed.

F. RESPONSIBILITIES

1. Commander, DCMC will:

- a. Direct and administer the implementation of this DLAI.
- b. Establish notification requirements for mishaps occurring in conjunction with DCMC administered contracts and DCMC flight operations facilities.
- c. Refer requests for privileged information to the respective Military Service.
- d. Maintain liaison with Service Component and DoD safety activities.
- e. Maintain a record of mishap notification reports and analyze mishap data.
- f. Provide, upon request, technical and/or investigation support to Service Component safety mishap investigations boards.
- g. Review Service Component safety reports and endorsements concerning DCMC-administered contract mishaps and comment, as required.

h. Track the status of Service Component mishap recommendations assigned to DCMC to ensure corrective actions are completed.

i. Conduct the final review of DCMC responses to Component mishap recommendations assigned to DCMC.

2. DCMD Commanders will:

- a. Implement the provisions of this instruction.
- b. Establish procedures to receive and disseminate mishap information. Advise DCMC Headquarters of significant problems, and provide staff support to subordinate field activities.
- c. Provide technical support to Service Component safety mishap investigation boards upon request.
- d. Review and prepare responses to mishap report recommendations made by Service Component safety mishap investigation boards.
- e. Refer requests for privileged information to the respective Service.

3. DCMD Chief, Flight Operations (CFO) and Specialized Safety Manager (SSM):

- a. Ensure mishap notifications by DCMC Government Flight Representatives (GFRs) and Safety Specialists are made in a timely manner.
- b. Ensure mishap notification includes information in enclosures 1 or 2, as appropriate.
- c. Determine if mishap notifications will be made when doubt exists regarding the notification criteria (e.g., when estimates of repair costs for aircraft damage is undetermined or unavailable, when there may be high public interest, etc.).
- d. SSM will input explosive mishap data into the database provided by the U.S. Army Technical Center for Explosive Safety (USATCES) for access by subscribers.

4. DCMC CAO Commanders will:

- a. Ensure mishap notification, investigation and reporting comply with this instruction and the contract.
- b. Coordinate requests for privileged safety information with the applicable DCMD.
- c. Protect privileged safety information from unauthorized disclosure.
- d. Obtain the assistance of Service Component explosive ordnance disposal (EOD) personnel, if required.
- e. Ensure that toxicological testing of DCMC personnel involved in aircraft flight and flight-related mishaps is promptly accomplished. As a minimum, flight crewmembers involved in all flight and flight-related mishaps in which an aircraft or missile is destroyed; property damage is expected to exceed \$200,000; five or more personnel are inpatient hospitalized; or any permanent total or partial disability is sustained; will be tested. Those individuals whose actions or inactions, in the Commander's judgment, may have been factors in the mishap sequence will also be tested.
- f. Ensure the contractor protects and preserves vital evidence pending arrival of Service Component formal safety mishap board or investigating personnel, preserves perishable evidence (i.e., photographs, samples, witness statements, personnel and aircraft records, etc.), and in

conjunction with contractual requirements ensures aircraft and equipment are secured and not disturbed, except in the interest of safety and first aid.

- g. Provide services and assistance to a Service Component's formal safety mishap board.

5. DCMC CAO FO&SS Personnel will:

- a. Ensure that a contractor experiencing a mishap, reports in accordance with the terms of the DCMC administered contract, complies with the contractual mishap/accident notification, investigation, and reporting requirements.

- b. Notify the DCMD CFOs and/or the DCMD SSM upon learning of any potentially reportable mishap occurring in conjunction with a DCMC administered contract.

- c. Make telephone mishap notification in a timely manner.

- d. Complete written Initial, Supplementary, and Final Mishap Notifications and forward to addressees in accordance with enclosures 1 or 2, as appropriate.

6. CAO Personnel will notify the appropriate DCMC FO&SS personnel immediately upon learning of a potentially reportable mishap occurring in conjunction with a DCMC administered contract.

F. PROCEDURES

1. Notification Criteria. When DCMC FO&SS personnel are made aware of a reportable mishap, they shall make a telephonic notification within 3 hours to the appropriate ACO, PCO, PCO safety office, AQOI, and their District Flight Operations or Specialized Safety Office.

- a. A fax, electronic message, or e-mail shall be transmitted within 8 hours if the mishap meets the following criteria:

- (1) A reportable mishap involving DoD aircraft.
- (2) Fatality of DoD or non-DoD personnel.
- (3) Property damage is anticipated to exceed \$200,000.
- (4) Five or more personnel are hospitalized or permanent disability is sustained.
- (5) Significant degradation of contractor's operational capability.
- (6) High public/media interest.

- b. For all other reportable mishaps, a fax, electronic message, or e-mail will be transmitted within 2 days after the mishap becomes known.

- c. Notification will be made for aircraft (ground, flight or flight-related), FOD, missile, and flight related A&E mishaps meeting the following criteria:

- (1) Fatality of DoD or non-DoD personnel.
- (2) Lost time injury to DoD or non-DoD personnel.
- (3) Damage to aircraft, missile or DoD or non-DoD property exceeding \$10,000.
- (4) Production interruption affecting delivery schedules.
- (5) Significant degradation of contractor's operational capability.
- (6) High public/media interest.

- (7) Regardless of the above criteria, if mishap recurrence could involve high risk of serious injury or significant degradation of operational capability.

- (8) In flight aircraft major component failure, not attributable to fair wear and tear.
- d. Notification will be made for CSM, when mishaps are reportable in accordance with the terms of DCMC-administered contracts.
- e. Industrial mishaps reported by property personnel will use the reporting requirements of DoD 4161.2-M, DoD Manual for the Performance of Contract Property Administration. No formal mishap notification is required by this DLAI. The DCMD CFO or SSM may determine that a mishap notification for an Industrial mishap is necessary based on any of the following considerations:
- (1) Fatality or serious injury of DoD or non-DoD personnel.
 - (2) Major property damage with high dollar repair costs.
 - (3) Production interruptions affecting delivery schedules.
 - (4) Significant degradation of contractor's operational capacity.
 - (5) High public/media or command level interest.
- f. Notification will be made for ammunition and explosive mishaps meeting the following criteria:
- (1) Fatality of DoD or non-DoD personnel.
 - (2) Lost time injury to DoD or non-DoD personnel.
 - (3) Damage to property is greater than \$10,000.
 - (4) When production is interrupted for more than 24 hours.
 - (5) When contractor's operational capability is significantly degraded.
 - (6) High public/media interest.

2. Notification Format and Suspense. When a mishap notification is required in accordance with the above Notification Criteria, the unit CFO/GFR/Specialized Safety will ensure:

- a. Telephonic notification within 3 hours after learning of the mishap, to the:
- (1) Appropriate ACO, PCO, PCO's safety office, District, and AQOI.
 - (2) PCO notification shall include the type of investigation (contractor with DCMC oversight, or Government team) recommended and a point of contact with phone number at the contractor facility for the PCO to contact with mishap investigation instructions.
- (a) Report as much information as is known at the time. Initial telephonic notifications will not be delayed for lack of details.
- (b) If arson, sabotage, or other criminal activity is known or suspected, the DCMC CAO Commander will immediately be notified and applicable procedures followed.
- b. Written notification will follow the formats provided in enclosures 1 or 2, as applicable. Transmittal of the mishap notification can be done via fax, electronic message, or E-mail.
- (1) Initial notification messages containing less information than required by the format will be marked "INITIAL NOTIFICATION". Initial notification will require a final message containing ALL required information.
- (a) Information that is not applicable will be listed as "N/A."
- (b) Information that is not available will be listed as "PENDING" and will be provided in a subsequent message.
- (2) FINAL NOTIFICATION messages shall be provided within 60 days after the mishap or within 10 days of receipt of the final mishap investigation report. When the 60 day suspense cannot be met, the PCO, ACO, DCMD and AQOI shall be telephonically notified of the

circumstances causing the delay. A supplemental notification may be submitted with an estimated date for final notification

c. Aircraft, Aircraft Ground, Missile, or FOD Mishaps.

(1) Use mishap notification format in enclosure 1.

(2) Aircraft flight or flight related mishaps involving A&E or CSM will be reported as aircraft mishaps using enclosure 1. To avoid dual reporting, Aircraft Ground mishaps involving A&E or CSM will be reported as A&E or CSM mishaps using enclosure 2.

(3) When the Service Component has responsibility to investigate, or the mishap investigation by the contractor is very complex, the investigation may go beyond the 60 day FINAL NOTIFICATION timeframe. If these circumstances exist, a supplemental notification will be submitted with the statement: "Pending Service Investigation" or "Pending Continuing Contractor Investigation" in the "FINDINGS" and the "CORRECTIVE ACTION" sections. An estimated date for final notification will be submitted in the report. Flight Operations and Specialized Safety personnel will keep in close contact with the investigating team and obtain the final mishap investigation report. The FINAL NOTIFICATION will be sent within 10 days of receipt of the final mishap investigation report using information from that report.

(4) The contractor mishap report will be reviewed by FO&SS personnel to determine if it is completed in accordance with the requirements of the contract.

d. A&E and CSM Mishaps

(1) Mishaps will be in the format provided in enclosure 2.

(2) When the Service Component has responsibility to investigate, or the mishap investigation by the contractor is very complex, the investigation may go beyond the 60 day FINAL NOTIFICATION timeframe. If these circumstances exist, a supplemental notification will be submitted with the statement: "Pending Service Investigation" or "Pending Continuing Contractor Investigation" in the "FINDINGS" and the "CORRECTIVE ACTION" sections. An estimated date for final notification will be submitted in the report. Specialized Safety personnel will keep in close contact with the investigating team and obtain the final mishap investigation report. The FINAL NOTIFICATION will be sent within 10 days of receipt of the final mishap report using information from that report.

(3) The contractor mishap report will be reviewed by Specialized Safety personnel to determine if it is completed in accordance with the contract.

3. Mishap Notifications Information and Uses. Mishap notifications submitted under this Regulation are "FOR OFFICIAL USE ONLY." Information contained in the mishap notification is exempt from disclosure under the Freedom of Information Act. When a mishap occurs, a record of related data must be maintained by the cognizant CFO and/or Specialized Safety personnel for the required time and then forwarded to the ACO to be part of the permanent contract record.

4. Limited-Use of Safety Mishap Investigation Reports

a. These reports are privileged, limited-use, internal DoD communications whose sole purpose is the prevention of subsequent DoD mishaps. This information is exempt from disclosure under the Freedom of Information Act. Limited-use reports may be released to DLA Flight Operations organizations on a need-to-know basis only. Reports will not be released to the

public, contractor, or any other Federal agency. Requests for mishap or safety-related information will be referred to the respective Service.

b. The "limited-use" marking applies to flight and guided missile mishaps and to ground mishaps involving aircraft or guided missiles.

c. Reports of industrial mishaps are "general-use" reports. Use the phrase "FOR OFFICIAL USE ONLY" on general use reports but do not use the remainder of the limited-use advisory.

d. If a security classification is used, "FOR OFFICIAL USE ONLY" does not apply.

G. EFFECTIVE DATE. This publication is effective immediately.

H. INFORMATION REQUIREMENTS. Reports required by this instruction are in addition to reports required by DLAR 5705.1, Reporting of Criminal Violations, or DLAM 6055.1, DLA Safety and Health Manual.

BY ORDER OF THE DIRECTOR

Enclosures

RAUL A. MARTINEZ
DASC Administrator

COORDINATION: CAHS, AQOE, CAAE

Encl. 1
DLAI 8200.4

AIRCRAFT, AIRCRAFT GROUND, MISSILE OR FOD MISHAP NOTIFICATION FORMAT

FROM: (Originator)

TO: DCMC Ft. Belvoir, VA, ATTN: AQOI

PCOs

ACO

PCO Safety Office

DCMD s FO&SS Office

SUBJECT: (Type of Notification, i.e., INITIAL, SUPPLEMENTAL #, INITIAL/FINAL, or FINAL MISHAP NOTIFICATION)

A. TYPE OF MISHAP: (Flight, Flight-Related, Ground/Industrial, Missile, or FOD)

B. DATE, TIME AND LOCATION:

1. Date:

2. Local Time/Condition: (Day, Night, Dawn, or Dusk)

3. Location:

C. OWNING DOD COMPONENT AND COMMAND:

D. CONTRACT/SUBCONTRACT INFORMATION:

(Identify BOTH Prime and Subcontractor if appropriate)

1. Contract/Subcontract Number. (Subcontract number may be Purchase Order Number)

2. Contractor/Subcontractor s Name and Address.

E. ITEM NOMENCLATURE: (Include part number/aircraft mission, design, series, and serial number/facility)

F. NARRATIVE OF SIGNIFICANT EVENTS: (Describe the operation and mission)

G. NUMBER OF FATALITIES/NUMBER AND DEGREE OF INJURIES: (Include military or civilian grade and duty description if applicable; names are not to be used.)

1. DoD

2. Contractor/Subcontractor:

H. PROPERTY DAMAGE:

1. Government:

a. Narrative Description:

b. Material Damage Repair or Replacement Costs:

c. Estimated Man-Hours to Repair:

2. Contractor/Subcontractor:

a. Narrative Description:

b. Material Damage Repair or Replacement Costs:

3. Other Public/Private:

a. Narrative Description:

b. Material Damage Repair or Replacement Costs:

I. FINDINGS: (Include Causes)

J. CORRECTIVE ACTION TAKEN OR PROPOSED:

K. TECHNICAL INFORMATION:

1. Effect on Production.
2. Last DCMC Survey:
 - a. Type:
 - b. Date:
 - c. Results.
3. Flight and/or Flight Related Data:
 - a. Altitude at Time of Occurrence: (MSL, mean sea level)
 - b. Weather at Time of Occurrence:
 - c. Life-Support Equipment/Special Equipment Used: (i.e., NVG or night vision goggles)

L. ADDITIONAL INFORMATION:

1. Request for Special Assistance:
2. News Release: (By whom, if not will one be made?)
3. PCO Notification: (Statement that PCO has/has not been notified)
4. DTG of Other Notification Reports Submitted: (Date-Time-Group of other reports submitted on this mishap, may or may not be available)
5. Other Reports: (i.e., material deficiency reports, Bellringers, SITREPs, etc., submitted on this mishap)

M. PERSON SUBMITTING NOTIFICATION:

1. Name and Title:
2. Organization:
3. Telephone Number:

Enclosure 2
DLAI 8200.4

AMMUNITION/EXPLOSIVES/CHEMICAL SURETY MATERIAL MISHAPS
NOTIFICATION FORMAT

FROM: (Originator)
TO: DCMC FT Belvoir, VA, ATTN: AQOI
PCOs
ACO
PCO Safety Office
DCMD s FO&SS Office
CDR IOC ROCK ISLAND IL, ATTN: AMSIO-DMS
NOC INDIAN HEAD MD, ATTN: Code N71
HQ AFMC-SE, WRIGHT-PATTERSON AFB, OH
DDESB HOFFMAN BLDG 1 ALEXANDRIA VA: ATTN: DDESB-KT
DIR USATCES SAVANNA IL, ATTN: SIOAC-ESM

(FOR CSM MISHAPS NOTIFICATIONS USE THE FOLLOWING)

FROM: (Originator)
TO: PCO
ACO
PCO Safety Office
DCMD s FO&SS
DCMC HQ
CDR CRDEC APG MD, SCBRD-ODR-C

SUBJECT: (Type of Notification, i.e., INITIAL, SUPPLEMENTAL #, INITIAL/FINAL, or FINAL MISHAP NOTIFICATION)

- A. TYPE OF MISHAP: (A&E, CSM)
- B. DATE, TIME AND LOCATION:
 - 1. Date and Day:
 - 2. Local Time/Condition: (Day, Night, Dawn, or Dusk)
 - 3. Location: (If different than contractor s address)
- C. CONTRACT/SUBCONTRACT INFORMATION: (Identify BOTH prime and subcontractor if appropriate)
 - 1. Contract/Subcontract Number: (Subcontract number may be Purchase Order Number)
 - 2. Contractor/Subcontractor s Name and Address:
- D. ITEM/MATERIAL NOMENCLATURE:
 - 1. MK/MOD: (Include the alpha/numeric designation assigned to the item to aid in official identification, i.e. the Mark/Modification/Model)

2. NSN: (Federal Supply Classification (FSC), Federal Item Identification Number (FIIN), DoD Identification Code (DoDIC), or Navy Ammunition Logistics Code (NALC) if assigned)
3. DoD Hazard Classification/Division:
4. Lot Number: (An identifying number assigned to a particular batch or group of like items or material)
- E. NARRATIVE OF SIGNIFICANT EVENTS: (Describe the operation and mission)
- F. NUMBER OF FATALITIES/NUMBER AND DEGREE OF INJURIES: (Names are not to be used)
 1. DoD:
 2. Contractor/Subcontractor:
- G. PROPERTY DAMAGE:
 1. Government:
 - a. Narrative Description:
 - b. Material Damage Repair or Replacement Costs:
 2. Contractor/Subcontractor:
 - a. Narrative Description:
 - b. Material Damage Repair or Replacement Costs:
 3. Other Public/Private:
 - a. Narrative Description:
 - b. Material Damage Repair or Replacement Costs:
 4. Explosives/CSM:
 - a. Item/Material Nomenclature: (if different from above)
 - b. DoD Hazard Classification/Division: (Of material/item at mishap location)
 - c. Quantity: (e.g., pounds, units, rounds, etc.)
- H. FINDINGS: (Include causes)
- I. CORRECTIVE ACTION TAKEN OR PROPOSED:
- J. TECHNICAL INFORMATION:
 1. Effect on Production:
 2. Last DCMC Survey:
 - a. Type:
 - b. Date:
 - c. Results:
- K. ADDITIONAL INFORMATION:
 1. Request for Special Assistance:
 2. News Releases: (By whom, if not will one be made?)
 3. PCO Notification: (Statement that PCO has/has not been notified)
 4. Date-Time-Group of Other Notification Reports Submitted:
 5. Other Reports: (i.e., material deficiency reports, Bellringers, SITREPs, etc., submitted on this mishap)
- L. PERSON SUBMITTING NOTIFICATION:
 1. Name and Title:
 2. Organization:
 3. Telephone Number: